

**Minutes**  
**Baraboo District Ambulance Commission**  
**Remote/Virtual Meeting**  
**No in person access available**  
**Baraboo, WI 53913**  
**Wednesday, April 22, 2020 at 7:00 PM**

- Notice to -

Commissioners: Karl Berna, David Dahlke, Dave Kitkowski, Heather Kierzek, Robin Meier, Joel Petty, Randy Puttkamer, Tim Stieve, Tim Stone, Terry Turnquist, Phil Wedekind

**Present**

Others: Wayne Maffei, Nicole Marklein, Dr. Manuel Mendoza, Mayor Palm, Kennie Downing, Pat Mannix & Sarah Wroblewski (Andres Medical Billing), James Newlan (Camp Douglas), Linda Henning (Pardeeville), Local Media

*The Baraboo District Ambulance Service is holding the Commission Meeting virtually via conference call to help protect our community from the Corona virus (COVID-19) pandemic and to comply with the State of Wisconsin's "Safer at Home" Order. Commission Members will be participating remotely, will have the ability to hear all Commission Members during the meeting, and will have all documents relevant to the agenda accessible by email. Any vote taken by the Commission will be by roll call vote.*

The public may access the open session portion of the meeting in the following ways:

1. Due to space limitations and social distancing requirements, attendance in person is not available
2. Attend remotely: Members of the public may listen to the meeting live via phone/computer by calling (262) 220-7112 Conference ID: 674 714 617# (all numbers and symbol should be entered)
3. Written comments: members of the public must send written public comments on agenda items to Commission President David Dahlke at [djdahlke@yahoo.com](mailto:djdahlke@yahoo.com) These comments will be distributed to other Commission Members and may be read during the "public invited to speak" section of the agenda.

**Call to Order & Roll Call**

Call to Order at 1903 Hours. Attendance by Roll Call.

1. Note compliance with the Open Meeting Law – Acknowledged by J. Rago
2. Adoption of agenda – Motion to adopt agenda by T. Stieve with 2<sup>nd</sup> by J. Petty. Passed by Unanimous Roll Call vote.
3. Approval of previous minutes – Motion to accept previous minutes by P. Wedekind, 2<sup>nd</sup> by T. Stieve. Passed by Unanimous Roll Call vote.

Posted by: \_\_\_\_\_

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5<sup>th</sup> Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the commission identified in the caption of this notice.

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**Public Comments** – In lieu of voiced public comments, correspondence received from the public may be read by Commission President David Dahlke

None

**Reports**

- Legal Counsel Report – N Marklein, No response from Pardeeville on Letter. Legislature action in regard to this Body, presumption with some evidentiary requirements with workplace exposure decided that emergency responders that contract CoVid 19 would be covered by Workers Compensation. Comment by J. Rago that crews' vitals are taken at the beginning of each shift. So we have evidence that exposure was work related. 48 hour window of exposure.
- Treasurer/Financial Report – Cash balance is being maintained, it may lag behind as change over to AMB takes place due to set up. May have to draw from the Line of Credit, but that is what it is for. AR balance is down due to write offs that were done as of 12/31. Revenue is down \$235,681.00 below the year to date Budget. We are definitely struggling with getting our revenues up to Budget. I am hoping to be able to have in person meetings to consider potential Budget revisions with the Management Team. Revisions will be necessary. Troy has reached out to the 2018 Audit not have it be in person and to wrap up 2018 so they can start on the 2019 Audit, unless there are major objections.
- HR Report – Job Descriptions for Chief and Deputy Chief changed at the direction of Legal Counsel to must reside with 15 miles of the jurisdictional boundaries of the District. Completed Job Descriptions will be sent out to all Commission Members before the next meeting.
- President's Report - None
- Interim Chief's Report - See attached report.
- Transition Committee – T. Turnquist - Placing a hold on hiring Interim Director for 60 days.
- Report on IT options – C. Johnson – IT is currently status quo. Transition Committee will be looking at options that are available.

**Consent Agenda**

No Ad Hoc Committee Meeting

Posted by: \_\_\_\_\_

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**New Business**

1. Review CoVid Protocol and Cleaning Check List  
Included in the packet for review. J. Rago reported that the Protocol and Cleaning Check List has been implemented. Employees are signing off on these new initiatives. The Management Team will be considering a Special Decontamination Protocol. Medical Director and Acting Chief have approved these measures. They are within our scope of practice and do not require a change in our Operation Plan.
2. Discussion and possible action on Medicare CoVid 19 payment.  
Troy reported that on Friday we received a Medicare payment based on our 2019 Medicare payment of our proportionate share of the CARES Act put out with the Stimulus Package in the amount of just shy of \$68,000.00. There are strings attached with keeping this money. It all relates around CoVid 19 meaning that if you treat a known patient with CoVid 19 or someone who is suspected to have CoVid 19. Troy recommends that we accept the Medicare payment. Discussion ensued. Recommended to place in segregated account. Motion made by R. Meier to keep the \$68,000.00 and use it in accordance with the rules, amended to include placing the grant in a segregated account. 2<sup>nd</sup> was made by T. Turnquist. Passed by Unanimous Roll Call vote.

**Closed Session**

1. Upon proper motion and vote, the Commission will convene in closed session pursuant to Wis State Sec 19.85(1)(b) and (c) to consider the employment, potential termination and compensation of certain public employees.
2. Upon proper motion and vote, the Commission will return to open session
3. The Commission may take action regarding items discussed in closed session.

Motion made by T. Turnquist and 2<sup>nd</sup> by P. Wedekind to go into closed session.  
Passed by Unanimous Roll Call vote.

No action taken after resuming open session.

**Commissioner Comments & Future Agenda Items**

Next meeting May 27, 2020 at 7:00 pm.

**Adjournment**

Motion to adjourn made by J. Petty with a 2<sup>nd</sup> by T. Stieve.  
Passed by Unanimous Roll Call vote.

Posted by: \_\_\_\_\_

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## Chief's Report 04/22/2020

BDAS has been receiving donations of meals from citizens, and restaurants (BBC and Downtowner Bar & Grill). Also the crews have had individuals make cloth masks for their use, Arpheline Helbing and Lisa ( Betsy's sister). The Service has received thanks from many people for their dedication and hard work.

Call volume is down due to CoVid 19.

### ***As of April 21 at 4:00 pm:***

There are **36 people who have tested positive** for coronavirus

There have been **3 deaths**

FDA has approved a Home Testing kit for CoVid 19 for First Responders and other Health care workers.

LabCorp said that it would first make the tests available to health care workers and emergency workers who may have been exposed to the virus or have symptoms. Patients will swab their own nose using a testing kit sent by the company, and will mail it in an insulated package back to the company. The Pixel by LabCorp COVID-19 test will be available to consumers in most states, with a doctor's order, the agency said. The test will cost \$119.

We received our third delivery of PPE from the Strategic National Stockpile. Everything that we have received is out of date but approved for use by the CDC.

Our PPE stocks are very good at this point.

We still are continuously receiving updated information from the Center for Disease Control, State of Wisconsin Health and Human Services Department and the South Central Wisconsin Emergency Healthcare Coalition.

Posted by: \_\_\_\_\_

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